

**SELECT BOARD
MEETING MINUTES
Monday, January 6, 2025
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

I. CALL TO ORDER

Chair Rosenfeld called the meeting to order at 7:00 pm.

The following persons were present Chair Ellen Rosenfeld, Vice Chair Erin Underhill, Clerk Craig Schultze, Town Administrator Mike Guzinski, and Assistant Town Administrator/HR Manager Karen Bouret DeMarzo.

II. ANNOUNCEMENTS

Sel. Rosenfeld announced the Millis Lions Club raised \$1,300 for the Fisher House in Boston with their Field of Flags. Sel. Rosenfeld announced it has been brought to her attention there is a contest through the MMA which judges and awards best Town Reports. She stated the Town is going to enter the contest for the 2025 Town report. She is urging residents to send photos, news or events throughout 2025 that help show how special Millis is. Please send to townreport@millisma.gov.

III. SCHEDULED APPOINTMENTS/HEARINGS

25-001 Appointments:

- *Police Patrol Officers*

Sel. Underhill moved that the Board ratify the Town Administrator's appointment of Sean Nelson as a Police Patrol Officer. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

Sel. Underhill moved that the Board ratify the Town Administrator's appointment of Stacy Kaiser as a Police Patrol Officer. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

- *Staff Accountant*

Sel. Underhill moved that the Board ratify the Town Administrator's appointment of Amanda Wells as Staff Accountant pending a satisfactory physical. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

- *Snow Removal Contractor*

Sel. Underhill moved that the Board ratify the Town Administrator's appointment of Connor DiBartola as a Snow Removal Contractor pending a successful CORI and physical. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

IV. OPEN SESSION ITEMS

25-002 Approval of Date for Spring Annual Town Meeting

Sel. Underhill moved that the Board set the Spring Annual Town Meeting date as Monday May 5, 2025. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

25-003 Board/Committee Liaison Updates

Sel. Underhill did not attend any meetings.

Sel. Schultze did not attend any meetings.

Sel. Rosenfeld went to a meeting with Ed Augustus, the Secretary of the Executive office of housing and livable communities, where they toured a few units and reviewed recent updates to the units. She also attended the Cable Advisory Committee, Millis Community Media Board, where they discussed the current agreement with the Town and if they were moving out or not.

25-004 Approval of DRAFT Minutes – 12/18/2024

Sel. Underhill moved that the Board approve the draft minutes of 12/18/24 as written. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

V. ADJOURNMENT

Sel. Underhill motioned to adjourn at 7:27pm. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

Respectfully Submitted by Victoria Schindler